Episcopal Diocese
Of
The Rio Grande

Constitution and Canons

As Amended by the 73rd Diocesan Convention
November 2025

CONSTITUTION
OF THE
EPISCOPAL DIOCESE OF THE RIO GRANDE

PREAMBLE

The Diocese of the Rio Grande is a constituent member of the Protestant Episcopal Church in the United States of America (otherwise known as The Episcopal Church, and being one of the duly constituted members of the Anglican Communion) and is one of the constituent dioceses of the Anglican Communion, which itself is a Fellowship within the One, Holy, Catholic and Apostolic Church of those duly-constituted dioceses, provinces, and regional churches in communion with the See of Canterbury. The Constitutions and Canons for the Diocese of the Rio Grande are and have been adopted to supplement the Constitution and Canons of The Episcopal Church in providing the framework for propagating within the Diocese the catholic faith as interpreted in the doctrine, discipline and worship in the Church.

ARTICLE I

TITLE AND BOUNDS OF THE DIOCESE

That part of the Protestant Episcopal Church in the United States of America (The Episcopal Church) which is within the State of New Mexico and the Counties of El Paso, Culberson, Reeves, Jeff Davis, Brewster, Presidio, Terrell, Hudspeth, and Pecos in the State of Texas, shall be known as the Episcopal Diocese of the Rio Grande.

ARTICLE II

ACCEDING TO THE CONSTITUTION AND CANONS OF THE GENERAL CONVENTION

The Diocese of the Rio Grande recognizes and accedes to the authority of the General Convention of the The Protestant Episcopal Church in the United States of America.

ARTICLE III

ANNUAL CONVENTION

SECTION 1

There shall be an Annual Convention of the Diocese. The Convention shall exercise the legislative powers of the Diocese. The Annual Convention shall meet at such time and place as may be designated by the Bishop in consultation with Diocesan Council.

SECTION 2

The Bishop or the Standing Committee of the Diocese may call a special session of the Convention upon such notice as may be required by Canon.

SECTION 3

Membership of the Convention shall be provided by Canon. Except when a vote is taken by orders, the Convention shall deliberate and act as one body.

SECTION 4

The Bishop shall be the Presiding Officer of the Convention, ex officio, with all rights of membership. If there is no Bishop, the Bishop Coadjutor, or, if none, the Bishop Suffragan, shall serve as Presiding Officer. In the absence of a Bishop, Bishop Coadjutor, or Bishop Suffragan, the Presiding Officer shall be elected as provided by Canon.

SECTION 5

To constitute a quorum, the Clergy a/k/a clerical order shall be represented by a majority of Clergypersons who are Canonically-Resident, Geographically-Resident, and have a letter of agreement with the Bishop; and the Lay order shall likewise be represented by at least one representative from each of a majority of the Parishes and Missions entitled to representation, except in the case of the election of a Bishop, a Bishop Coadjutor, or a Bishop Suffragan, as provided in Article VI, Section 4 below.

ARTICLE IV

STANDING COMMITTEE

The Standing Committee of this Diocese, required by the Constitution and Canons of the General Convention, shall consist of equal numbers of Clergy members and Lay members. The members shall be elected by the Annual Convention as provided by Canon and shall be members of the Convention, *ex officio*, with all right of membership. Vacancies in the Standing Committee shall be filled as provided by Canon.

ARTICLE V

OFFICERS OF THE DIOCESE

The Officers of the Diocese shall consist of a Secretary, Treasurer, Registrar, Archivist, Canonist, and Chancellors. These officers shall be members of the Convention, *ex officio*, with all rights of membership.

ARTICLE VI

ELECTION OF A BISHOP

SECTION 1

A Diocesan Bishop, a Bishop Coadjutor, or a Bishop Suffragan shall be elected at an Annual Convention, or at a Special Convention called for that purpose. The membership of Convention shall consist of the Lay membership as provided by Canon and all Clergy who are Canonically-Resident in Good Standing.

SECTION 2

When there is a vacancy in the office of Bishop, the Standing Committee shall nominate at least three qualified persons. Other nominations may be made by petition to Standing Committee in accordance with such forms and deadlines as established by the Standing Committee in consultation with the Presiding Bishop's Office.

SECTION 3

After nominations have been made, the Clergy and Lay members in each Order shall vote concurrently by Orders. A majority of the membership in each Order shall be required for election.

SECTION 4

A quorum for the election of a Bishop, a Bishop Coadjutor, or a Bishop Suffragan shall be a majority of the eligible Clergy and a majority of the Lay membership. The majority of the Lay membership must represent a majority of the Congregations.

ARTICLE VII

AMENDMENTS

Amendments to the Constitution shall become effective only after a two-thirds affirmative vote of Convention at two successive Annual Conventions.

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CANON 1

DEFINITIONS

As used in the Constitution and Canons:

"Adult Communicant" shall mean a Communicant in a Congregation who is aged sixteen years of age and over.

"Adult Communicant in Good Standing" shall mean a Communicant in Good Standing in a Congregation who is aged sixteen years of age and over.

"Adult Member" shall mean a Member of the Church who is aged sixteen years of age and over. It is expected that all Adult Members of this Church, after appropriate instruction, will have made a mature public affirmation of their faith and commitment to the responsibilities of their Baptism and will have been confirmed or received by the laying on of hands by a Bishop of the Church or by a Bishop of a Church in Communion. Those who have previously made a mature public commitment in another Christian church may be received by the laying on of hands by a Bishop of the Church, rather than confirmed. Each of the following persons is also considered to be both baptized and confirmed: (a) any person who is baptized in the Church as an adult and receives the laying on of hands by the Bishop at Baptism is to be considered as both baptized and confirmed; (b) any person who is baptized in the Church as an adult and at some time after the Baptism receives the laying on of hands by the Bishop in Reaffirmation of Baptismal Vows; (c) any baptized person who received the laying on of hands at Confirmation (by any Bishop in historic succession) and is received into the Church by a Bishop of the Church; and (d) any baptized person who received the laying on of hands by a Bishop of the Church at Confirmation or Reception.

"Annual Meeting" shall mean the regularly-scheduled meeting of the Convention held annually, as described in the Constitution and Canons and in the General Canons. It may also be referred to as an "Annual Convention". The term "annual meeting", in uncapitalized form, refers to an annual meeting of a Parish, Mission, Chapel, or other group.

"Assistant Bishop" - see Canon 3.2(c) below.

"Assisting Bishop" - see Canon 3.2(d) below.

"The Bishop" shall mean the regularly elected Bishop Diocesan of the Diocese.

"Bishop Coadjutor" - see Canon 3.2(a) below.

"Bishop Suffragan" - see Canon 3.2(b) below.

"Bishop's Committee" shall mean the Members of a Mission who are responsible for supervising the secular and corporate affairs of such Mission.

"Canonically-Resident" shall mean that the Clergyperson in question is one who: (a) has been ordained, or received as a Clergyperson, in or for this Diocese, or (b) has had Letters Dimissory accepted by the Bishop. For the purpose of subsection (a) above, the time of canonical residence shall begin with the date of ordination as a Deacon or such reception into this Church as a Clergyperson. Canonical residence ends with the acceptance of Letters Dimissory by the Bishop of another Diocese.

"Canonically-Resident in Good Standing" shall mean that the Clergyperson in question is Canonically-Resident and is in good standing through meeting any applicable clergy-reporting requirements and not being under ecclesiastical discipline limiting participation.

"Cathedral" shall mean the Congregation that contains the Bishop's official seat.

"Chapel" shall mean a Congregation, located within the Diocese, established pursuant to Canon 21.

"Chapter" shall mean a regular assembly of members of an ecclesiastical organization with responsibility for the organization's governance. For instance, the Cathedral Chapter is the meeting of those with the responsibilities of a Vestry for the Cathedral.

"The Church" shall mean the Protestant Episcopal Church in the United States of America.

"Church in Communion" shall mean another Christian church in full communion with the Church.

"Clergy" or "Clergyperson" shall mean a person in holy orders in the Church, ordained for the ministry of bishop, priest, or deacon.

"Communicant" shall mean a Member of the Church who has received Holy Communion in the Church at least three times during the preceding year.

"Communicant in Good Standing" shall mean a Communicant who: (a) for the previous year has been faithful in corporate worship, unless for good cause prevented, and has been faithful in working, praying, and giving for the spread of the Kingdom of God; and (b) and whose name has been entered in the Parish Register of a Congregation.

"Congregation" shall mean a Parish, Mission, or Chapel within the geographical boundaries of, or in union with, the Diocese.

"Constitution" and "Canons" shall mean respectively the Constitution and Canons of the Diocese.

"Convention" shall mean the Annual Meeting of the Diocese or a Special Meeting of the Diocese.

"Dean" shall mean the Clergyperson who is appointed to oversee the work of a Deanery, or, in case of the Cathedral, the Priest-in-Charge of the Cathedral.

"Deanery" shall mean one of the geographical divisions of the Diocese.

"The Diocese" shall mean The Episcopal Diocese of the Rio Grande.

"Ecclesiastical Authority" shall mean the person or group in charge of the Diocese.

"Electing Convention" shall mean a Special Meeting at which the election of a new bishop is scheduled to be held.

"*Ex-officio*" shall mean a position held by a person by virtue of such person's office so long as such person holds such office.

"*Ex-officio* delegate" shall mean a member of Convention, with all rights of membership, solely by virtue of such member's office and so long as such member holds such office. The Secretary, Treasurer,

Archivist, Canonist, Registrar, Chancellors of the Diocese, the Lay members of the Standing Committee and Diocese Investment Committee, the Lay members at large of Diocesan Council, and the Deans and Vice-Deans of each Deanery constitute *ex-officio* delegates.

"General Constitution" and "General Canons" shall mean respectively the Constitution and Canons for the Government of The Episcopal Church, adopted in General Convention.

"Geographically-Resident" shall mean that the person in question has such person's domicile and principal place of residence, and has spent at least 181 days in the immediately-preceding twelve month period residing, within the jurisdictional boundaries of the Diocese.

"Laity" shall mean all Members of the Church who are not Clergypersons.

"Lay" shall mean a member of the Laity.

"Member", in the context of a member of the Church, shall mean a person who has received the Sacrament of Holy Baptism with water in the Name of the Father, and of the Son, and of the Holy Spirit, whether in the Church or in another Christian church, and whose Baptism has been duly recorded in the Church.

"Mission" shall mean a Congregation, located within the Diocese, under the direct authority of the Bishop, under a Vicar or other Clergyperson appointed by the Bishop.

"Parish" shall mean a self-supporting Congregation under a Rector, located within the Diocese.

"Parish Register" shall mean the records mandated to be maintained by the General Canons and these Canons for each Congregation.

"Parochial Report" shall mean the annual report of each Congregation mandated by General Canons and these Canons.

"Priest-in-Charge" shall mean the bishop or priest with responsibility for a Congregation.

"Provisional Bishop" - see Canon 3.2(e) below.

"Qualified to Serve" shall mean a person who: (a) desires to be, who is proposed to be, or who is elected or appointed to any office, committee, position, commission, board or task force; (b) is confirmed or received within the Church; (c) is either Canonically-Resident (if Clergy) or an Adult Communicant in Good Standing (if Laity); and (d) is Geographically-Resident in this Diocese at the time of election or appointment and is Geographically-Resident continuing throughout the term for which such person is elected or appointed. If not so Qualified to Serve, a vacancy is created in the position held which shall be filled as directed by Canon. To be clear, only persons elected or appointed to any office, committee, position, commission, board or task force for which the Canons expressly require Qualified to Serve status are subject to the foregoing "Qualified to Serve" requirements; accordingly by way of example, a person in the role of a member of an audit committee, or of an Altar Guild, at a Congregation need not be Qualified to Serve.

"Qualified Voter" of a Congregation shall mean an Adult Communicant in Good Standing whose name is enrolled on the Parish Register of such Congregation.

"Presiding Officer" shall mean the chairperson of the Convention.

"Rector" shall mean the duly elected Priest-in-Charge of a Parish.

"Special Meeting" shall mean a special meeting of the Convention, as described in the Constitution and Canons and in the General Canons. It may also be referred to as a "Special Convention". The term "special meeting", in uncapitalized form, refers to a special meeting of a Parish, Mission, Chapel, or other group.

"Vestry" shall mean the Members of a Parish who are responsible for running the secular and corporate affairs of such Parish.

"Vicar" shall mean the Priest-in-Charge of a Mission, with such authority as is delegated by the Bishop as Rector of Mission.

Other terms may be defined elsewhere in these Canons, and, in such case, shall have the applicable meanings provided in such respective definition.

Any terms not defined here or elsewhere in the Constitution or Canons shall have the meaning, if any, provided in the following sources, in the following order of priority: (a) the General Canons; (b) the General Constitution; (c) the glossary, if any, set forth on the website of the Church; (d) "An Episcopal Dictionary of the Church, A User Friendly Reference for Episcopalians", Don S. Armentrout and Robert Boak Slocum; (e) the ordinary and common meaning within the Diocese; (f) the ordinary and common meaning within the Church; or (g) "Webster's Third New International Dictionary of the English Language, Unabridged", by Merriam-Webster.

CANON 2

CONVENTION

SECTION 1

(a) At the time and place appointed for the Convention, the Bishop or other Presiding Officer shall call the Convention to order. The Secretary shall declare to the Presiding Officer whether there is a quorum present. If there be no Bishop, Bishop Coadjutor, or Bishop Suffragan, the President of the Standing Committee or, if the President is absent, the Secretary of the Standing Committee, shall act as the Presiding Officer.

(b) All Canonically-Resident Clergy shall be delegates to the Convention, as shall all Clergy canonically resident in other dioceses, but holding a formal appointment from the Bishop or Ecclesiastical Authority of this Diocese. Clergy of other denominations in full communion with the Episcopal Church who hold a formal appointment from the Bishop or Ecclesiastical Authority of this Diocese shall also be delegates. These provisions, however, shall not confer any right to Clergy not Canonically-Resident or clergy of other denominations to participate in the election of a Bishop. The Lay delegates shall consist of (1) *ex-officio* delegates; (2) the Wardens from each Congregation; and (3) the elected delegates and alternates to Convention based upon the Adult Communicants of each Parish or Mission in accordance with the following schedule:

Adult Communicants Over 16	Delegates/Alternates
0-24	1
25-250	2
251-550	3
551-850	4
851+	5

Any person serving as a delegate/alternate of a Parish or Mission must be, at time of selection, an Adult Communicant in Good Standing of the Parish or Mission for which the person serves as a Lay delegate or alternate, and must otherwise be Qualified to Serve.

(c) In the event that a delegate and all of the alternate delegates are unable to attend a meeting of the Convention, the Priest-in-Charge of the Congregation shall select persons to serve as delegates.

(d) It shall be the duty of the Clergy or a Warden of each Parish or Mission to forward to the Secretary a list of the Wardens and delegates in the form prescribed by these Canons not later than thirty days prior to the Convention.

(e) Should the membership right of any person be questioned, the matter shall be referred to a Committee on Credentials, consisting of the Standing Committee, but with the President thereof serving with voice, but no vote.

(f) “Clergy delegate” refers to a Clergyperson who is a delegate to the Convention, and “Lay delegate” refers to a Lay person who is a delegate to the Convention.

SECTION 2

(a) The order of business of each Convention, except as otherwise provided by these Canons, shall be arranged by the Bishop or other Presiding Officer after consultation with the Secretary.

(b) For all matters not covered by the Constitution or Canons or by special rules of order adopted by the Convention, the current edition of *Roberts Rules of Order*, Newly Revised, shall govern Convention proceedings.

(c) All elections at any Convention shall be by ballot, unless the same is dispensed with by unanimous consent. No vote may be cast by proxy. With reasonable safeguards for the integrity of the process, electronic, digital, or other means of non-paper voting are permitted, including, without limitation, concurrently with paper ballots.

(d) At each Convention, the Bishop or other Presiding Officer shall appoint all interim Committees and Commissions, and such Convention Officers as may be required.

(e) At each Convention, if two or more positions are to be filled for the same committee, in the same order, then the person receiving the majority of votes will fill the longer term, the second highest, to serve the next longest term and so forth. In event of a tie vote, the tie will be broken by lot, as conducted by the Bishop or other Presiding Officer.

(f) At each Convention, except as expressly provided in the Constitution and Canons or modified by a Procedural Rule adopted by the Convention, in each election to a position, a majority of the votes cast for such position shall be required for a candidate to be elected to such position.

(g) At any Convention at which General Convention delegates are to be elected, a plurality is sufficient to elect General Convention deputies and alternates, with order of deputies and alternates determined by votes received (with deputies being those with the most votes).

(h) The following represent the procedures for debate and discussion at each Convention: (i) speakers are to state name, home parish or mission, and city; (ii) speakers are to speak only for themselves, not for others; (iii) speakers are expected to listen to others as they would like others to listen to them; (iv) speakers are limited to a reasonable period of time to speak, no more than four minutes, unless the Presiding Officer allows a greater period; (v) in the event there are many speakers on a particular agenda item, the Presiding Officer may limit each speaker's time to speak to fewer than three minutes; (vi) speakers will alternate, pro and con, for as long as time set aside for debate allows; (vii) speakers are expected to avoid raising their voices and interrupting; (viii) speakers are expected to treat others with courtesy and respect, regardless of their opinions; and (ix) members of Convention and guests are expected to refrain from verbal outbursts and reactions to the comments of speakers.

(i) The following represent the procedures for debate and discussion at any Virtual Meeting, or those engaged in Virtual Participation: (i) to be recognized by the Presiding Officer, Speakers are to utilize the “raise hand” function of the Virtual Program; (ii) speakers will be recognized in the order in which their “hand” was raised; (iii) speakers are to state name, home parish or mission, and city; (iv) speakers are to speak only for themselves, not for others; (v) speakers are expected to listen to others as they would like others to listen to them; (vi) speakers are limited to a reasonable period of time to speak, no more than four minutes, unless the Presiding Officer allows a greater period; (vii) in the event there are many speakers on a particular agenda item, the Presiding Officer may limit each Speaker's time to speak to fewer than three minutes; (viii) speakers are expected to avoid raising their voices; (ix) speakers are expected to treat others with courtesy and respect, regardless of their opinions; (x) the Presiding Officer retains the ability to mute speakers who have exceeded their time, or have violated any of the above rules

for debate and discussion; and (xi) with respect to the Public Chat function, if any, available within the Virtual Program: (I) persons sending public chat messages are expected to treat others with courtesy and respect, regardless of their opinions; (II) public chat messages should be relevant to the agenda item then before the Convention; (III) persons sending public chat messages should not send an unreasonable number of such messages (e.g,- "spam"); and (IV) the Presiding Officer or his designee may eliminate public chat functionality for persons violating these procedures.

(j) The Convention proceedings may be publicly live-streamed, and will be recorded for the Diocesan archives; therefore, all participants must conduct themselves online in an appropriate non-disruptive and non-offensive manner, with appropriate dress, in accordance with procedures herein, and, for a Virtual Meeting or Virtual Participation, otherwise consistent with what would be typical of conduct of a participant at an in-person Convention. The Presiding Officer or designee thereof may delay, suspend, or remove participation in the meeting in whole or part of any person in violation of the foregoing.

SECTION 3

(a) If a Special Meeting or Electing Convention is called, the Secretary shall give notice to all Congregations and *ex-officio* delegates, designating the time, place, and purpose of such Convention. Such notices shall be given at least thirty days prior to such Convention.

(b) The delegates of the preceding Convention shall be the delegates of any Special Meeting or Electing Convention unless, in the interim, other delegates have been elected or selected.

SECTION 4

At each Convention, a vote by orders may be requested by five Clergy delegates, or five Lay delegates, representing five separate Congregations. For a vote by orders, each delegate to the Convention shall have one vote. A concurrent majority in each order shall be necessary for an affirmative action or election.

SECTION 5

All proposed resolutions of the Convention shall be submitted to the Resolutions Commission not less than thirty (30) days preceding the meeting of the Convention at which they are to be proposed, except those which may be introduced to the Convention by special request of the Bishop or unless the Convention shall by two-thirds majority, without debate, vote to accept the introduction of a proposed resolution.

SECTION 6

All nominations for elections by the Convention shall be submitted to the Nominating Commission not less than thirty (30) days preceding the meeting of the Convention at which they are to be made, except those nominations that may be made from the floor of the Convention. Nominations from the floor are subject to the following terms and conditions: (a) a fully-completed biographical information / nomination form is required from each person to be nominated from the floor; (b) such form shall be available on the Diocesan website; (c) an electronic version (in such format approved by the Secretary) of the biographical form must be delivered to the Convention office for each proposed floor nominee by 2:00 p.m. on Thursday prior to Convention so that a copy may be provided to each delegate; (d) at the time of the report of the Nominating Committee, the floor will be opened for other nominations; (e) the delivered form must include all required signatures of Clergy, Senior Warden or Bishop's Warden as appropriate, and all Clergy candidates must have the endorsement of the Dean of such Dean's Deanery; and (f) no candidate may stand for election at the same Convention for more than one of the following: Standing Committee, Diocesan Council, and the Commission on the Ministry of the Baptized.

SECTION 7

All reports to be made to the Convention shall be submitted to the Bishop not less than thirty (30) days preceding the meeting of the Convention at which they are to be made.

SECTION 8

All courtesy resolutions of the Convention, except those that may be introduced to the Convention by special request of the Bishop, shall be submitted to the Resolutions Commission prior to the end of the first day of the meeting of the Convention.

SECTION 9

All resolutions and nominations received prior to Convention shall be included in the advance reports to delegates to Convention at least fifteen (15) days prior to the Convention.

SECTION 10

(a) The Bishop, with consent of the Standing Committee, may direct that any Convention be held in "virtual" format, using "remote" electronic communication with both audio and video components available (the “Virtual Program”), provided that the means of communication being used is of a form that is reasonably available to a substantial majority of delegates and that would allow all delegates participating in the meeting a reasonable opportunity to substantially and concurrently hear the designated speaker and to reasonably participate in the discussion and voting (a "Virtual Meeting"). Notice of time, place, and virtual nature of the Virtual Meeting shall be provided to all Congregations and *ex-officio* delegates, with general instructions on how to participate [which instructions may be later amended or supplemented]. The Bishop and Standing Committee may also adopt and issue special procedural rules consistent with the Constitution and Canons for handling of any Virtual Meeting.

(b) The Bishop, with consent of the Standing Committee, may direct that any in-person Convention also allow for the optional participation of delegates, speakers, and others through use of a Virtual Program, provided that the means of communication being used is of a form that is reasonably available to a substantial majority of delegates who are not likely to attend the Convention in person, and that would allow all delegates participating in the meeting, whether in-person or virtually, a reasonable opportunity to substantially and concurrently hear the designated speaker and to reasonably participate in the discussion and voting (the “Virtual Participation”).

SECTION 11

(a) The Constitution and Canons Commission shall be comprised of the Chancellors and the Canonist, each *ex officio*. Its duties shall be to accept submissions of proposed amendments to the Constitution and Canons, review such amendments, report to Convention and others upon such amendments, suggest revisions to proposed amendments, discuss proposed amendments with proposers thereof, interpret the Constitution and Canons as may be requested by the Bishop, recommend amendments to the Constitution and Canons, assisting in drafting of proposed amendments to the Constitution and Canons as requested by the Bishop, and perform such other duties as provided in the Constitution and Canons.

(b) The Resolutions Commission shall be comprised of the Bishop, the Chancellors, the Canonist, the Cathedral Dean, and the Dean of each Deanery, each *ex officio*. Its duties shall be to accept submissions of proposed resolutions for Convention, review such proposed resolutions, report to the Bishop and others upon such proposed resolutions, suggest revisions to proposed resolutions, discuss proposed

resolutions with proposers thereof, suggest proposed resolutions for Convention, assist in drafting of courtesy and other resolutions for Convention, and perform such other duties as provided in the Constitution and Canons.

(c) The Nominating Commission shall be comprised of the Bishop, President of the Standing Committee, Vice-President of Diocesan Council, and the Vice-Dean of each Deanery, each *ex officio*. Its duties shall be to review nomination applications to determine compliance with eligibility and other requirements, report any non-compliance to the nominee in order to permit an opportunity to cure, report any continuing non-compliance with the Secretary at least twenty (20) days prior to Convention, and perform such other duties as provided in the Constitution and Canons.

SECTION 12

(a) The Secretary shall be appointed by the Bishop or other Presiding Officer. The Secretary shall act in the role of Secretary of Convention. The Secretary shall remain in office until a successor is selected. The Secretary of Convention shall see to the taking of the minutes of the proceedings of the Convention, and see to the preservation of its records; attest the public acts of the body; prepare the Journals of Convention, deliver the Journals and records of the Convention to the Registrar; and perform such other duties as may be directed by the Convention or by the Bishop, or Ecclesiastical Authority, or by the enactments of the General Convention. The minutes of the proceedings of the Convention may be taken and maintained under the direction of the Secretary in any form that will provide a record of the proceedings. The Secretary shall have such duties are provided in the Constitution and Canons, and such other duties as designated by the Bishop.

(b) It shall be the duty of the Secretary of Convention to deliver to the Archivist the minutes of the Convention, together with the Journals, files, papers, reports, and all other documents within six months after the adjournment of the Convention. A copy of the Journals shall be provided to the Diocesan archives.

(c) Following each General Convention, the Secretary shall distribute a copy of the General Constitution and General Canons to each Congregation in the Diocese.

SECTION 13

(a) An Assistant Secretary of Convention may be appointed by the Secretary of Convention. If a vacancy shall occur in the office of Secretary, the duties of the Secretary shall be carried out by the Assistant Secretary, or if none, by a Secretary *pro tem* appointed by the Bishop.

(b) A Registrar shall be appointed by the Bishop, subject to the approval of the Convention. The Registrar shall receive all Journals, files, papers and such other documents as may be forwarded to him/her by the Bishop, catalog or index the items received, and provide for their safekeeping, and perform such other duties as may from time to time be prescribed by the Convention.

CANON 3

BISHOP

SECTION 1

(a) The Bishop shall be the Ecclesiastical Authority of the Diocese, except as may otherwise be provided in the General Constitution and General Canons or in the Constitution and Canons. If there is a vacancy in the office of Bishop, the person or body properly acting as Ecclesiastical Authority of the Diocese shall have the rights and duties of the Bishop while in such capacity, except as otherwise provided in the Constitution, Canons, General Constitution, General Canons, or Church custom, and that the Standing Committee shall not exercise any rights or powers of the Bishop with respect to sacramental matters.

(b) A vacancy in the office of the Bishop, Bishop Coadjutor, or Bishop Suffragan shall be deemed to exist on the occurrence of any of the following:

(1) the death, resignation, deposition, or removal of such Bishop; or

(2) the incapacity of such Bishop based upon a declaration of such incapacity by the Presiding Bishop of the Church, whether or not in response to a request of Standing Committee.

(c) In event of a vacancy in the office of the Bishop, the Ecclesiastical Authority of the Diocese shall be the following, in the following order of priority:

(1) the Bishop Coadjutor, if any and the office is not vacant;

(2) on a provisional basis, a Bishop who has been given provisional charge of the Diocese under the General Constitution and General Canons; or

(3) on a provisional basis, the Standing Committee as a body.

SECTION 2

(a) A "Bishop Coadjutor" is a person ordained and consecrated as a bishop of the Church who assists the Bishop by providing additional episcopal services as specified by Convention. A Bishop Coadjutor has the right of succession upon vacancy in the office of the Bishop, and shall become the new Bishop after consecration as such. The Bishop, for sufficient cause, may request the Convention to elect a Bishop Coadjutor. In the request, the Bishop shall advise the Convention of the duties the Bishop expects to assign to the Bishop Coadjutor. The assignment of duties in the request shall not prevent the assignment of other or additional duties to the Bishop Coadjutor. A Bishop Coadjutor shall be a member of the Cathedral Chapter, *ex-officio*, with all rights of membership, and shall annually give a report of the Bishop's official Episcopal Acts to the Convention.

(b) A "Bishop Suffragan" is a person ordained and consecrated as a bishop of the Church who assists the Bishop by providing additional episcopal services as specified by Convention. The Diocesan Bishop, for sufficient cause, may request the Convention to elect a Bishop Suffragan. The Bishop Suffragan shall serve at the direction of the Bishop. There shall not be more than two Bishops Suffragan without special consent of a General Convention. A Bishop Suffragan shall have no right of succession to the office of the Bishop. A Bishop Suffragan shall be a member of the Cathedral Chapter, *ex-officio*, with all rights of membership, and shall annually give a report of the Bishop's official Episcopal Acts to the Convention.

(c) An "Assistant Bishop" is a person ordained and consecrated as a bishop of the Church who assists the Bishop by providing additional episcopal services as specified by the Bishop. An Assistant Bishop is appointed by the Bishop, with the approval of the Standing Committee. The Assistant Bishop must already be exercising episcopal jurisdiction as a diocesan bishop, be serving as a suffragan bishop, be a qualified bishop who has previously resigned all previous responsibilities, or be a qualified bishop of a Church in Communion. The Assistant Bishop serves under the direction of the Bishop, and may not serve beyond the termination of the appointing Bishop's jurisdiction. An Assistant Bishop shall have no right of succession to the office of the Bishop.

(d) An "Assisting Bishop" is a person ordained and consecrated as a bishop of the Church, who may be appointed by the Ecclesiastical Authority to provide assistance with episcopal duties within the Diocese. An Assisting Bishop shall have no right of succession to the office of the Bishop.

(e) A "Provisional Bishop" is a person ordained and consecrated as a bishop of the Church (either retired or concurrently holding another episcopal post) who is appointed by act of the Convention in consultation with the Presiding Bishop of the Church under the General Canon III.13 to serve as the Bishop of the Diocese, for either an agreed period of time or until a new Bishop Diocesan is elected and consecrated, unless such act of Convention is earlier revoked.

SECTION 3

The Bishop may appoint such persons as the Bishopdeems necessary to assist the Bishop or ministries of the Diocese.

SECTION 4

The Bishop shall be a member, *ex-officio*, with all rights of membership, of all Diocesan committees, except the Standing Committee.

CANON 4

STANDING COMMITTEE

SECTION 1

(a) The Standing Committee shall consist of three Clergy members and three Lay members elected by the Convention for a term of three years. The terms shall be staggered so that one Clergy position and one Lay position expire each year. A person may be elected for two consecutive terms as a member of Standing Committee, and becomes eligible for election again three years after the expiration of that member's second term.

(b) Each Clergy member must be Canonically-Resident in Good Standing and Geographically-Resident at least one year prior to election and and must otherwise be Qualified to Serve. Lay members must be Adult Communicants in Good Standing for at least one year prior to election, be confirmed or received within the Church, and must otherwise be Qualified to Serve.

(c) A vacancy in a particular member position of the Standing Committee exists upon such member's death, resignation, incapacity to serve, changing such member's residence outside the Diocese, or becoming no longer Qualified to Serve.

(d) A vacancy in a Clergy member position shall be filled by a Clergyperson selected by the remaining members of the Standing Committee until the election of a person Qualified to Serve at the next Convention. A vacancy in a Lay member position shall be filled by a Lay person selected by the remaining members of the Standing Committee until the election of a person Qualified to Serve at the next Convention.

(e) Each Lay member shall be an *ex-officio* delegate of the Convention.

SECTION 2

(a) The Standing Committee shall elect a President and a Secretary at its first meeting following the Convention to serve for one year, or until their respective successors are elected.

(b) A majority of the members of the Standing Committee shall constitute a quorum. A vote of a majority of the entire membership of the Standing Committee is required to exercise the power of the Standing Committee.

(c) Members of the Standing Committee shall be entitled to reimbursement for actual expenses incurred in attending meetings of the Standing Committee, in accordance with the then-applicable reimbursement policy of the Diocese.

(d) Whenever a member of the Standing Committee is absent from two consecutive meetings, whether regular or special, without good cause being shown, such member shall be presumed to have resigned such member's position and a vacancy in such position is created.

SECTION 3

The Standing Committee shall have all the powers, and it shall perform all the duties, set forth by the General Constitution and General Canons and by the Constitution and Canons for a standing committee, including but not limited to the following:

(a) serving as council of advice to the Bishop, including, without limitation, the right to seek a meeting with the Bishop to discuss matters of import, and the duty to place, as requested by the Bishop, items on the agenda for Standing Committee meetings;

(b) serving as Ecclesiastical Authority in the circumstances described in Canon 3.1(c);

(c) acting according to the Canons in the selection, examination and certification of persons seeking holy orders;

(d) implementing actions assigned by the Convention of the Diocese in accordance with the General Constitution and General Canons and with the Constitution and Canons;

(e) advising the Bishop on the secular legal functions of the Diocese;

(f) advising the Bishop on Diocesan personnel positions;

(g) adopting rules and operating procedures for the conduct of its own business;

(h) calling a Special Meeting of the Convention;

(i) such other powers or duties as delegated by the Bishop, and not otherwise contrary to the Constitution and Canons;

(j) such other powers as expressly provided for in the Constitution and Canons.

SECTION 4

The Standing Committee shall make an annual report to the Convention.

SECTION 5

The Standing Committee and Bishop shall conduct an annual review of compensation for all Diocesan personnel. The Standing Committee shall conduct an annual review of compensation for the Bishop. The recommendations resulting from such reviews of compensation shall be referred to the Diocesan Council.

SECTION 6

Any voting member of the Standing Committee shall not simultaneously run for, or be eligible to serve on, the Diocesan Council or the Commission on Ministry, with the exception of the Standing Committee representatives appointed by the Standing Committee to the Diocesan Council and the Commission on Ministry. Those appointed representatives shall not be eligible for election or appointment as presiding officer of said bodies.

CANON 5

DIOCESAN COUNCIL

SECTION 1

(a) The Diocesan Council shall consist of four members at large (two Clergypersons and two Lay persons, each elected by Convention), the Diocesan Treasurer, a member of the Standing Committee appointed annually by the Standing Committee, the Deans and Vice-Deans of each Deanery, and the Bishop. The Cathedral Dean shall be a member with voice but no vote. The two-year terms of the members at large shall be staggered so that one Clergy position and one Lay position expire each year. A person may be elected for two consecutive terms as member at large, and become eligible for election as a member at large again two years after the expiration of such person's second term as member at large.

(b) The Clergy members at large must be Canonically-Resident in Good Standing and Geographically-Resident for at least one year prior to election and otherwise be Qualified to Serve. Lay members at large must be Geographically-Resident and Adult Communicants in Good Standing for at least one year prior to election, be confirmed or received within the Church, and otherwise be Qualified to Serve.

(c) A vacancy in a particular member position of the Diocesan Council exists upon such member's death, resignation, incapacity to serve, changing such member's residence outside the Diocese, or becoming no longer Qualified to Serve.

(d) A vacancy in a Clergy member at large position shall be filled by a Clergyperson elected by the remaining members of the Diocesan Council until the election of a person Qualified to Serve at the next Convention. A vacancy in a Lay member at large position shall be filled by a Lay person elected by the remaining members of the Diocesan Council until the election of a person Qualified to Serve at the next Convention. Vacancies of the elected representatives of the Deaneries shall be filled as provided in the bylaws of the Deanery.

(e) Whenever an elected member of the Diocesan Council is absent from two consecutive meetings, whether regular or special, without good cause being shown, such member shall be presumed to have resigned such member's position and a vacancy in such position is created.

SECTION 2

Each Lay member of the Diocesan Council shall be an *ex-officio* delegate of Convention.

SECTION 3

(a) The Bishop shall be the President of the Diocesan Council. If there is a vacancy in the office of the Bishop, and no Bishop Coadjutor or Provisional Bishop serving as Ecclesiastical Authority, then the Standing Committee acting as the Ecclesiastical Authority shall appoint one of its members as President of Diocesan Council. The Diocesan Council shall elect a Vice-President following the Convention for a one-year term, or until their respective successors are elected. The Vice President shall preside in the absence of the President. Diocesan Council shall appoint a recording secretary.

(b) A majority of the members of the Diocesan Council shall constitute a quorum. A vote of a majority of the entire membership of Diocesan Council is required to exercise the power of the Diocesan Council.

(c) There shall be an Executive Committee of the Diocesan Council, with duties delegated by the Diocesan Council, which shall consist of the President, Vice-President, the Diocesan Treasurer, and two persons elected by the Diocesan Council from its membership. One of the elected members shall be a Dean or Vice-Dean, and the other elected member shall be a member at large.

(d) Members of the Diocesan Council shall be entitled to reimbursement for actual expenses incurred in attending meetings of the Diocesan Council, in accordance with the then-applicable reimbursement policy of the Diocese.

SECTION 4

The Diocesan Council shall have all the powers and it shall perform all the duties, set forth by the General Constitution and General Canons and by the Constitution and Canons, including but not limited to the following:

(a) implementing actions assigned to the Diocesan Council by the Convention of the Diocese in accordance with the General Constitution and General Canons and with the Constitution and Canons;

(b) reviewing Diocesan programs and goals, and serving as the planning group for Diocesan programs

(c) having charge of, and being the Convention of the Diocese *ad interim*, for the planning, coordination, and development of the mission of the Diocese, with the exception that the Standing Committee shall fill vacancies on the Standing Committee, and the Commission on Ministry;

(d) determining budget and fair share provisions;

(e) establishing and amending policies of the Diocese; and

(f) such other powers as expressly provided for in the Constitution and Canons.

SECTION 5

The Diocesan Council shall make an annual report to the Convention.

SECTION 6

(a) The Diocesan Council shall meet at least four times annually. The President of the Diocesan Council shall set the regular meeting dates and, if necessary, dates of special meetings.

(b) The Diocesan Council shall prepare and propose the annual budget to the Convention. Prior to August 1 of each year, the Diocesan Council shall consider and recommend the proposed budget for the following year.

SECTION 7

The Diocesan Council shall formulate its own bylaws, including, without limitation, procedures for the appointment of such persons and groups as needed to carry out the work of the Diocesan Council. The bylaws of the Diocesan Council shall provide for the appointment of the Finance Committee, and may create, or authorize the creation of, such other committees as may be deemed appropriate by the Diocesan Council. Such Committees shall have all the respective powers and shall perform all the respective duties set forth by the General Canons and those directed by the Diocesan Council.

SECTION 8

Any voting member of the Diocesan Council shall not be eligible to serve on the Standing Committee or the Commission on Ministry, with the exception of the Standing Committee representatives appointed by the Standing Committee to the Diocesan Council and the Commission on Ministry. A Dean of a Deanery may not also be a member at large.

SECTION 9

The Diocesan Council shall have oversight and supervision of the Finance Committee. The Finance Committee of the Diocese shall be comprised of the Bishop, the Treasurer, and the Chair of the Diocesan Investment Committee, each *ex officio*, as well as a member of the Diocesan Council as selected by the Diocesan Council. Its duties shall be to advise the Diocesan Council on financial, budgetary, and business matters, and to perform such other duties as provided in the Constitution and Canons.

CANON 6

CHURCH PROPERTY

SECTION 1

(a) Title to all real property within the State of New Mexico owned by or acquired by the Diocese, from or for the use of any Parish, mission, or institution, shall be held for the use of the Church by the "Trustees of the Property of the Protestant Episcopal Church in New Mexico, a Corporation" (the "New Mexico Trustees of the Property"). The Bishop, Bishop Coadjutor, Bishop Suffragan, the Treasurer of the Diocese, and members of the Standing Committee shall constitute the membership of the New Mexico Trustees of the Property. The Chancellors shall offer advice to the Trustees of the Property but shall have no vote. The Bishop shall be President and the President of the Standing Committee shall be Vice President of this Corporation.

(b) Title to all real property in the State of Texas owned by or acquired by the Diocese, from or for the use of any Parish, mission, or institution, shall be held for the use of the Church in the name of the "Trustees of the Property of the Episcopal Church, Diocese of the Rio Grande, in Texas, a Corporation" (the "Texas Trustees of the Property"). The Bishop, Bishop Coadjutor, Bishop Suffragan, the Treasurer of the Diocese, and the members of the Standing Committee shall constitute the membership of the Trustees of the Property. The Chancellors shall offer advice to the Trustees of the Property but shall have no vote. The Bishop shall be President and the President of the Standing Committee shall be Vice President of this Corporation.

(c) The New Mexico Trustees of the Property and the Texas Trustees of the Property shall be collectively known as the "Trustees of the Property."

SECTION 2

An incorporated Parish may hold property in its name subject to the requirements of this Canon. Upon the request of an incorporated Parish, property held for the Parish by the Diocese shall be conveyed to the Parish. A Parish may not buy, encumber, sell, lease or alienate real property without the written consent of the Bishop and Trustees of the Property. All of the terms of any such proposed transaction shall be submitted to the Bishop and Trustees of the Property.

SECTION 3

Missions, Chapels, Parishes, and institutions seeking approval under Section 2 above for the acquisition of real property, the encumbrance of real property, the sale of real property, or for any change in the terms of an existing encumbrance shall submit the following information to the Trustees of the Property:

(a) a description of the property to be acquired, accepted, exchanged, sold or encumbered, with a statement of existing encumbrances on such property, if any;

(b) the amount of the money to be borrowed, the source of all funds used for purchase, or the terms of any proposed change, renewal or extension of an existing encumbrance; and an estimate of the closing costs to be incurred in the transaction;

(c) the terms of any proposed encumbrance and the source of funds for repayment;

(d) a copy of its current budget;

(e) a statement of the use which will be made of sales proceeds;

(f) the need for the proposed sale, acquisition, or exchange;

(g) for Parishes, written approval of the proposed transaction by the Vestry; and

(h) any other such information that may be requested by the Trustees of the Property.

SECTION 4

Any new Mission, Chapel, Parish or institution formed within the Diocese or joining the Diocese shall be subject to all of the requirements of this Canon and shall enter into such agreements and make such transfers and other conveyances as may be required by the Bishop, the Trustees of the Property, and the Standing Committee to confirm that all real and personal property of the Mission, Chapel, Parish or institution then owned or thereafter acquired shall be held, sold, transferred, alienated, conveyed, mortgaged or encumbered, in whole or in part, only in conformity with this Canon.

SECTION 5

(a) All trust and permanent funds, endowments, monies, securities, and all other tangible and intangible personal property, whether acquired by gift or bequest or raised by resolution of the Convention, and belonging to the Diocese, or any Mission or Chapel, shall be under the control of the Trustees of the Property and shall be invested and administered by the Diocesan Investment Committee or as directed by the Trustees of the Property. The Treasurer of the Diocese shall give an accounting of such funds and other personal property annually to the Convention.

(b) Funds from the sale or encumbrance of property belonging to any Mission or Chapel shall be held and invested by the Trustees of the Property for the use of that Mission or Chapel, as approved by the Trustees of the Property, for future building, capital expenditures, the acquisition of property, or (under extraordinary circumstances) for operating expenses as approved by the Trustees of the Property. Until such need for the use of the corpus being held, any income from the invested funds may be used by the Mission or Chapel for its general operations or added to the corpus of the fund.

SECTION 6

In all property matters, the General Canons governing property held in trust for the Church and the Diocese shall be definitive.

SECTION 7

All real and personal property now and/or in the future held by or for the benefit of any Parish, Mission, Chapel, institution of the Diocese, or of the Trustees of the Property, is and shall be held in irrevocable trust for the benefit of the Diocese and the Church, regardless of the named owner of legal title thereof. So long as a Parish, Mission, or Chapel remains a part of, and subject to, the Diocese and the Church, the existence of such trust over property held by or for its benefit does not limit its power or authority existing over such property provided by the Canons and the General Canons.

SECTION 8

The names of all Parishes, Missions, and Chapels shall include the word “Episcopal”.

SECTION 9

No Parish, Mission, or Chapel shall create any affiliate or separate corporation, trust, foundation, limited liability company, limited liability partnership or other juridical entity without the prior written approval of the Bishop and the Trustees of the Property, after consultation with the Chancellors.

SECTION 10

(a) In addition to all other requirements in this Canon, no encumbrance or alienation of any dedicated and consecrated church or chapel, or any church or chapel which has been used solely for divine service, belonging to the Congregation which they represent, may occur without the previous consent of the Bishop, acting with the advice and consent of the Standing Committee.

(b) No dedicated and consecrated church or chapel shall be removed, taken down, or otherwise disposed of for any worldly or common use, without the previous consent of the Trustees of the Property and the Standing Committee.

CANON 7

DIOCESAN INVESTMENT COMMITTEE

SECTION 1

The Diocesan Investment Committee shall invest and administer the monies and other properties of the Diocese as may be assigned to its keeping by the Diocesan Council or the Trustees of the Property. The investment and administration of monies and other properties by the Diocesan Investment Committee shall be subject to oversight of the Trustees of the Property.

SECTION 2

The Diocesan Investment Committee shall consist of the Bishop, the Treasurer of the Diocese, and three to eight members appointed by the Trustees of the Property. The terms of the appointed members shall be three years. Each member shall be an Adult Communicant in Good Standing who is Geographically-Resident and who is Qualified to Serve. The members shall elect a Chair from among the membership at the first meeting of the Committee following the Convention, with the Chair to serve until a new Chair is elected. Vacancies created by reason of death, resignation or removal from the Diocese shall be filled by appointment by the Trustees of the Property.

SECTION 3

The Diocesan Investment Committee may appoint a Comptroller who shall keep the accounts of all monies and properties invested under the authority and control of the Diocesan Investment Committee. The Diocesan Investment Committee shall report to the Trustees of the Property at least annually, and shall also provide reports to the Diocesan Council and the Convention.

SECTION 4

The corpus of all monies and properties under the authority and control of the Diocesan Investment Committee, including all interest and other income derived there from, may be invested, reinvested or remitted to the Diocese of the Rio Grande in accordance with the designated purposes for which the funds were established. The Diocesan Investment Committee may employ such counselors and advisors as it deems necessary in fulfilling its investment responsibilities.

SECTION 5

(a) The monies and other properties raised and acquired under the authority of Resolution Number 8 of the Fifth Annual Convention of the Diocese, together with any additions and accretions thereto, shall be a separate permanent fund known as the Episcopal Advancement Fund (the "Advancement Fund")

(b) The principal of the Advancement Fund shall be invested and reinvested under the direction of the Diocesan Investment Committee. The Committee may make loans and from time to time, the Trustees of the Property may direct the Committee to make loans from the Advancement Fund for capital projects at reasonable rates of interest to qualified Congregations in accordance with such regulations and procedures as the Committee may adopt. The interest and other income of the Advancement Fund shall be accumulated, invested and reinvested, and subject to oversight of the Trustees of the Property appropriated from time to time for reserves and to the expenses of management, to the making of grants for urgent capital, missionary, and advancement work of the church in this Diocese, and to the increase of the permanent principal of the Advancement Fund.

CANON 8

DIOCESAN CAMPS AND CONFERENCE CENTERS

SECTION 1

The Camp and Conference Center ministry shall be carried out through sites and facilities designated for that purpose.

SECTION 2

The Camps and Conference Center Committee shall be composed of the Bishop, a member of the Standing Committee appointed annually by the Standing Committee, a member of the Diocesan Council appointed annually by the Diocesan Council, and four other members appointed by the Bishop, with the advice and consent of the Standing Committee, for three-year terms. These members shall be Adult Communicants in Good Standing who are Geographically-Resident, not more than three of whom shall be Clergy. All members must be Qualified to Serve. No member shall serve more than two consecutive full three-year terms. Three years must elapse after the second consecutive term before former members are eligible for appointment to the Committee. Vacancies shall be filled in the same way as the original appointment, with the appointee serving for the unexpired term. The Bishop shall be the chair of the Committee.

SECTION 3

The responsibilities of the Committee shall include, but not be limited to, the following:

(a) oversight of the program and year-round use of the camp and conference facilities, which program shall be developed with advice and consent of the Diocesan Council;

(b) developing recommendations for plans for existing camp and conference facilities and possible future development, for consideration by the Trustees of the Property;

(c) development of an adequate funding base for program and development in consultation with the Diocesan Council; and

(d) submission of annual financial reports to the Diocesan Council.

The Committee shall report annually to the Convention. Reports shall be made to the Diocesan Council at such other times as the Diocesan Council may require.

CANON 9

OFFICERS OF THE DIOCESE

SECTION 1

(a) A Treasurer shall be elected by the Convention for a term of three years. In addition to the duties prescribed by other canons, the Treasurer shall:

(1) receive and disburse all funds collected under the authority of the Convention, except those funds which are collected and disbursed under special provisions, in these canons or otherwise;

(2) supervise the keeping of the accounts of the fair share of giving of the Congregations;

(3) provide the Secretary, before the opening of each Convention, with a list of all Congregations delinquent in the full payment of their fair share of giving;

(4) present to each Convention a statement of accounts of the Congregations for the previous year;

(5) publish an account of the fair share of giving of each Congregation; and

(6) maintain custody of all funds assigned to the Treasurer's keeping by the Bishop, the Convention, and the Finance Committee, and file an account of such funds at the Convention.

(b) The accounts and the books of the Diocese shall be audited by a certified public accountant, and the auditor's report shall be provided to the Secretary not later than thirty (30) days prior to the Convention.

(c) One or more Assistant Treasurers may be appointed by the Standing Committee upon nomination by the Bishop. Each Assistant Treasurer shall perform such duties as may be assigned by the Treasurer. In the event of the death, resignation, or disability of the Treasurer, the Assistant Treasurer, in such order of priority as determined by the Standing Committee, shall succeed to the office until the next Convention.

SECTION 2

Two Chancellors shall be appointed annually by the Bishop. The Bishop may also appoint one or more Vice-Chancellors annually. The Chancellors and Vice-Chancellors shall be Clergy or Lay Adult Communicants in Good Standing. One Chancellor shall be a resident member of the Bar of the State of Texas, and one Chancellor shall be a resident member of the Bar of the State of New Mexico. The Chancellors shall be the legal advisors to the Diocese. At the request of the Bishop, and subject to professional ethics, the Chancellors may advise Congregations or other bodies of the Diocese. The Vice-Chancellors shall assist the Chancellors, as requested, in connection with the Chancellors' performance of such advisory duties. The Chancellors shall be members of the Constitution and Canons Commission, *ex-officio*, with all rights of membership.

SECTION 3

A Canonist may be appointed annually by the Bishop. It shall be the duty of the Canonist to maintain an accurate codification of the Constitution and Canons of the Diocese. The Canonist shall be a member of the Constitution and Canons Commission, *ex-officio*, with all rights of membership and, upon request, shall advise the Bishop on canon law.

SECTION 4

(a) An Archivist shall be appointed annually by the Bishop. The Archivist shall collect, preserve, and arrange historical and biographical material pertaining to the Diocese, its Congregations, institutions, and activities, when such material is received by the Registrar, or is delivered to the Archivist by any officer or institution of the Diocese.

(b) A Transition Minister shall be appointed annually by the Bishop. The Transition Minister oversees ministry transitions, clergy placement and deployment, and assists in personnel matters within the Diocese.

SECTION 5

(a) Should a vacancy occur in any elective or appointive office, a successor shall be appointed by the Bishop, with the approval of the Standing Committee, to serve until the next Convention, unless otherwise provided by Canon.

(b) Unless otherwise provided by Canon, each elective officer shall make an annual report to the Convention.

(c) All Clergy officers, elected or appointed, shall be Canonically-Resident in Good Standing, be Geographically-Resident , and otherwise be Qualified to Serve.

(d) All Lay officers, elected or appointed, shall be Adult Communicants in Good Standing, be Geographically-Resident (unless waived by the Bishop), and otherwise be Qualified to Serve.

SECTION 6

Any Committee, Board, Council, or Commission of the Diocese (including, without limitation, the Standing Committee and Diocesan Council), and any Congregation, Deanery, or Chapter, may at its option conduct any meeting wholly, or allow members to participate, through an online format, using remote electronic communication with both audio and video components available, provided that the means of communication being used is of a form that is reasonably available to the members and that would allow all members participating in the meeting a reasonable opportunity to substantially and concurrently hear the designated speaker and to reasonably participate in the discussion and voting. Absent special circumstances, allowance of such online participation if otherwise feasible is encouraged for meetings of Diocesan-wide groups whose members are spread over a large geographical area, in order to reduce travel time and cost.

SECTION 7

The Diocese of the Rio Grande shall indemnify and save harmless the Bishop, the Officers of the Diocese, Members of the Trustees of the Property, Assistants to the Bishop by whatever title they may be called together with the Diocesan Staff, and any individual serving as a member of any Committee, Board, Council, Commission, Deanery, or Chapter of the Diocese, against any and all reasonable expenses, costs,

liabilities and claims (including, without limitation, legal fees to defend against such liabilities and claims) arising out of their discharge in good faith of responsibilities under or incident to their service for the Diocese, including expenses, costs and attorney's fees actually or reasonably incurred in connection with the defense of any action, suit or proceeding, civil or criminal, in which such person is made a party by reason of being or having served as an officer or agent of the Diocese, excepting only expenses and liabilities arising out of willful misconduct or bad faith. The indemnification shall include any amounts paid to satisfy a judgment or to compromise or settle a claim. This indemnity shall not preclude such further indemnities as may be available under any insurance purchased by the Diocese or provided by the Diocese through any other agreement. It is the intention of the Diocese that the indemnification provided for in this Section shall not limit, but shall be in addition to, any immunity or indemnification otherwise provided by law.

CANON 10

DEPUTIES TO THE GENERAL CONVENTION AND PROVINCIAL SYNOD

SECTION 1

At the Convention occurring two years prior to each General Convention of the Church, the Convention shall elect Clergy deputies and Lay deputies, plus alternates, to represent the Diocese at the succeeding General Convention and any Synod of the Province. The number of such deputies shall be determined by the General Convention, and an equal number of alternates shall be elected. The deputies elected to the General Convention shall also represent the Diocese at the Synod of the Province.

SECTION 2

(a) Each Clergy deputy must be Canonically-Resident in Good Standing, Geographically-Resident for at least one year prior to election, and be otherwise Qualified to Serve. Each Lay deputy must be both Geographically-Resident and an Adult Communicant in Good Standing for at least one year prior to election, and be otherwise Qualified to Serve.

(b) Any Clergy deputy who shall cease to be Canonically-Resident in Good Standing and Geographically-Resident, and any Lay deputy who ceases to be Geographically-Resident or an Adult Communicant in Good Standing, shall no longer be Qualified to Serve as a deputy to represent the Diocese at the General Convention and the Synod, and shall be deemed unable to represent the Diocese.

SECTION 3

(a) The deputies shall serve until their successor are elected or designated. In the event that a deputy is unable to represent the Diocese at the General Convention and/or the Synod, or any session thereof, the Bishop shall designate the alternate or alternates to attend.

(b) If any deputy shall cease to serve or be disqualified from serving as a deputy for any reason, the Bishop shall designate an alternate to serve in place of the deputy until the next Convention. If all alternates have been so appointed to serve as deputies and there be an insufficient number of deputies to represent the Diocese at the General Convention or at the Synod, the Bishop shall appoint such additional deputies as may be necessary to provide full representation for the Diocese, such appointed deputies to serve until the next Convention.

SECTION 4

The Secretary of the Diocese shall notify the Secretary of the General Convention and the Secretary of the Synod of the names and addresses of the persons who will represent the Diocese at the General Convention and Synod in the form and manner required by Canon or instructions from the General Convention or Synod.

CANON 11

DEANERIES AND REGIONAL MINISTRIES

The Diocese may be divided into Deaneries by the Bishop with the advice of the Diocesan Council.

All Congregations within the geographic limits of a Deanery are members of the Deanery. The delegates to Convention from the member Congregations of the Deanery shall be the representatives to Deanery meetings.

In each Deanery the Bishop shall appoint a Dean who serves at the pleasure of the Bishop. Deans shall be *ex-officio* delegates of the Convention, with all rights of membership.

Each Deanery shall elect a Vice-Dean to the Diocesan Council for a two-year term. The Vice-Dean shall be of the opposite order of the Dean**.** In odd-numbered years the deaneries including El Paso and Santa Fe shall elect. In the alternate years the remaining deaneries shall elect. A person may serve as the elected representative for two full consecutive terms, and become eligible for election again two years after the expiration of such person's second term. The Dean shall report to the Bishop's Office the election of the Vice Dean.

Each Deanery shall have a Deanery Council, consisting of the Dean, the Vice-Dean, the Deanery Treasurer, and at least two but no more than five other members elected by the Deanery. The Deanery Treasurer and the other elected members of the Deanery Council are to be elected in accordance with Deanery bylaws. The Dean shall preside at all meetings of the Deanery and of the Deanery Council.

The Deanery shall be responsible for identification of needs in the deanery, and shall supervise and be annually accountable for funds allocated to it by the Diocesan Council.

CANON 12

MISSIONS

SECTION 1

(a) The Bishop may organize, suspend (including without limitation suspension of representation at Convention), or dissolve a Mission, or reconstitute a Mission as a Chapel, in consultation with the Diocesan Council. The Bishop shall have authority over the affairs of a Mission and shall appoint a Vicar or some other person as representative.

(b) No new Mission shall be organized or regular services instituted except as authorized by the Bishop, acting in consultation with the Diocesan Council. No Mission may change its location without the prior approval of the Bishop and the Diocesan Council.

(c) An application to establish a new Mission may be made by twelve (12) Adult Communicants in Good Standing. An application may also be made by a Parish Vestry seeking to establish a Mission. In the latter case, the application may be made by resolution of the Vestry, agreeing to sponsor the Mission and hold property in trust for the Mission.

(d) In addition to the provisions of Section 1(a) above, the Convention may, by a two-thirds majority vote, suspend the Mission's representation at the Convention, for any of the following reasons:

(1) failure of the Mission to make an annual Parochial Report;

(2) willful disregard or disobedience by the Mission of a provision of the General Constitution and General Canons or those of this Diocese;

(3) failure to pay its fair share of giving as determined by the formula; or

(4) failure to submit an annual congregational audit report.

SECTION 2

The Bishop shall appoint a Bishop's Committee for each Mission, consisting of the Vicar, the Bishop's Warden, and not more than eleven (11) Lay persons. The Vicar shall be chair. The Bishop's Warden and members shall be Qualified Voters of the Mission, and be otherwise Qualified to Serve (except for the Geographically-Resident requirement). The Bishop's Warden and the members shall serve at the pleasure of the Bishop. The Bishop's Committee shall elect a treasurer and clerk who need not be members of the Bishop's Committee.

SECTION 3

The Bishop's Committee of a Mission seeking base budget support may make its request to the Diocesan Council each year.

SECTION 4

(a) The Qualified Voters of each Mission shall meet annually for the purpose of recommending persons to be appointed to the Bishop's Committee, electing delegates and alternates to the Convention, receiving reports covering parochial statistics and finances and the transaction of such other business not

prohibited by canon or civil law. The bylaws of the Mission may provide for staggered election to multi-year terms, not to exceed three years, for delegates to the Convention.

(b) The Bishop, or, in the Bishop's absence, the Vicar, shall preside at the Annual or any Special meeting. In the absence of both the Bishop and the Vicar, the Bishop's Warden shall preside.

(c) Special meetings of the Mission may be called by the Bishop, the Vicar, the Bishop's Warden, any two members of the Bishop's Committee or on the petition of at least twenty-five (25) percent of the Qualified Voters of the Mission. Notice of the special meeting shall be given by direct reasonable notice to Qualified Voters of the Mission, or by announcement at the regular Sunday service. In addition, if a meeting is not called by the Bishop, advance notice (no less than seven (7) days) must be given to the Bishop.

SECTION 5

A Mission shall annually:

(a) File a report of its financial condition, including a budget and annual audit report, in such form as the Bishop may prescribe;

(b) Conduct a stewardship program;

(c) Prepare and sign the Parochial Report in form and substance suitable for certification by the Diocese; and

(d) all other such reports and licenses as required by the Bishop's Office.

A Mission may adopt bylaws, which shall incorporate by reference, and conform to (as determined by the Bishop and Chancellors), the General Constitution and General Canons and those of this Diocese. A copy of the bylaws, if any, shall be filed with the Bishop.

CANON 13

PARISHES

SECTION 1

A Mission may become a Parish with approval of the Bishop acting with the advice and consent of the Diocesan Council. The Mission must be able to demonstrate that it can at least meet the following conditions:

(a) ability to support, and actually support, a full-time Rector at not less than the Diocesan minimum compensation, including providing an adequate housing allowance or a rectory;

(b) ability to, and actually, provide and maintain permanent facilities for the exclusive use of the Congregation for worship and other Congregational activities, unless such Congregation is wholly within a public land enclave, and thereby prohibited from owning property; provided, however, for good cause shown, the Bishop, with the advice and consent of the Diocesan Council may waive the requirement of this subsection upon such conditions and requirements as the Bishop together with the Diocesan Council may deem proper; and

(c) ability to, and actually, pay the Fair Share under the apportionment formula of the Diocese.

SECTION 2

(a) If at any time a Parish is unable to meet its financial obligations, or to satisfy the conditions of Section 1(a)-(c), the Bishop, with the advice and consent of the Diocesan Council, may make the Parish a Mission. If an incorporated Parish's status is changed to a Mission or Chapel, the corporation shall be dissolved pursuant to state law and the ownership of any real property held in the corporate name shall be changed by recorded deed to the Trustees of the Property of the respective state in which such Parish is located.

(b) In addition to the provisions of Section 2(a) above, the Convention may, by a two-thirds majority vote, suspend a Parish's representation at the Convention for any of the following reasons:

(1) failure of the Parish to make an annual Parochial Report;
(2) willful disregard or disobedience by the Parish of a provision of the General Constitution and General Canons or those of this Diocese;
(3) failure to pay its fair share of giving as determined by the formula; or
(4) failure to submit an annual congregational audit report.

SECTION 3

(a) The Qualified Voters of each Parish shall meet annually for the purpose of electing members to the Vestry and delegates and alternates to the Convention, receiving reports covering parochial statistics and finances, and the transaction of such other business not prohibited by Canon or civil law. The bylaws of the Parish may provide for staggered election to multi-year terms, not to exceed three years, for delegates to the Convention.

(b) Special meetings of the Parish may be called by the Bishop, the Rector, a Warden, or any two members of the Vestry, or on the petition of twenty-five (25) percent of the Qualified Voters of the Parish. Notice of the special meeting shall be given by direct reasonable notice to Qualified Voters of the

Parish, or by announcement at the regular Sunday service. In addition, if a meeting is not called by the Bishop, advance notice (no less than seven (7) days) must be given to the Bishop.

(c) The Bishop or Rector shall preside at all annual and special meetings of the Parish. In the absence of both the Bishop or Rector, the Senior Warden shall preside.

SECTION 4

A Parish may incorporate under state law, provided that the corporate name includes the words "Episcopal Church," and the articles of incorporation specify that the Rector, Wardens and Vestry shall constitute the board of directors. A Parish may adopt bylaws, which shall incorporate by reference and conform to (as determined by the Bishop and Chancellors), the General Constitution and General Canons and those of this Diocese. A copy of the bylaws and articles of incorporation, if any, shall be filed with the Bishop.

SECTION 5

A Parish shall annually:

(a) File a report of its financial condition, including a budget and annual audit report, in such form as the Bishop may prescribe;

(b) Conduct a stewardship program;

(c) Prepare and sign the Parochial Report in form and substance suitable for certification by the Diocese; and

(c) all other such reports and licenses as required by the Bishop's Office.

SECTION 6

A Parish may not change its geographical or physical location without the prior approval in writing of the Bishop and the Diocesan Council.

CANON 14

VESTRIES

SECTION 1

(a) The Vestry shall consist of the Rector of the Parish, a Senior Warden, a Junior Warden and elected members. The number of the elected members of the Vestry shall be divisible by three, and may not exceed fifteen elected members. Except for the Rector, all members of the Vestry shall be Lay persons, Qualified Voters of the Parish, and otherwise Qualified to Serve (except for the Geographically-Resident requirement).

(b) The Senior Warden may be:

(1) elected from among the Vestry membership by the Qualified Voters of the Parish;
(2) elected from among the Vestry by the Vestry;
(3) appointed by the Rector from among the Vestry;
(4) appointed by the Rector from among the Qualified Voters of the Parish.

The Parish bylaws shall provide the manner of election or appointment of the Senior Warden, using one of the above options. The term of office of the Senior Warden may not exceed three consecutive years, and no person may serve as Senior Warden for more than six consecutive years (provided, however, a term of a person serving in such role and on the Vestry may be extended for one year, annually, with the permission of the Bishop and the concurrence of a majority of the remainder of the Vestry).

(c) The Junior Warden may be:

(1) elected annually from among the Vestry members by the Qualified Voters of the Parish; or
(2) elected annually from among the Vestry members by the Vestry.

The Parish bylaws shall provide the manner of election of the Junior Warden, using one of the above options. The term of office of the Junior Warden may not exceed three consecutive years, and no person may serve as Junior Warden for more than six consecutive years (provided, however, a term of a person serving in such role and on the Vestry may be extended for one year, annually, with the permission of the Bishop and the concurrence of a majority of the remainder of the Vestry).

(d) One-third of the elected Vestry members shall be elected annually by the Qualified Voters of the Parish, for a term of three years.

(e) Vacancies in the Vestry shall be filled by the vote of a majority of the remaining members. The person chosen to fill the vacancy shall serve until the next succeeding Annual Meeting. The Annual Meeting shall elect a person to fill the unexpired term.

(f) Upon the establishment of a new Parish, Vestry members shall be elected as follows: one-third to serve for a period of one year, one-third for two years, and one-third for three years.

(g) In any Parish having thirty (30) or more Adult Communicants, a retiring Vestry member who has served a full term of three years shall not be eligible for election to the Vestry until one year after the expiration of the full term.

(h) At its first meeting after the Annual Meeting, the Vestry shall elect a treasurer and a clerk who need not be Vestry members.

(i) In order to avoid the appearance of conflicts of interest, two or more persons who are immediate family members, or who reside in the same household, may not serve on the Vestry at the same time, except by permission of the Bishop.

(j) In order to avoid the appearance of conflicts of interest, any person who is either an employee of the Parish, an immediate family member of an employee of the Parish, or a resident of the same household as an employee of the Parish, may not serve on the Vestry while so employed, except by permission of the Bishop.

SECTION 2

(a) Regular meetings of the Vestry shall be held at least ten times per year, and at least twice per calendar year quarter, at a time and place to be fixed by the Vestry, or in default thereof, by the Rector.

(b) Special meetings of the Vestry may be called by the Rector or by the Bishop, upon such notice as the Vestry shall prescribe.

(c) A majority of the Vestry shall constitute a quorum for the transaction of business; provided, however, that one of the quorum must be the Rector or a Warden.

(d) The Rector, or the Rector's designee, shall preside at meetings of the Vestry and shall have all the rights of other members.

SECTION 3

(a) A member of the Vestry, other than the Rector, may be removed for good cause, and a vacancy declared, only after at least thirty (30) days notice to the Bishop and by a 2/3 affirmative vote of the Vestry, provided that at least five (5) days written notice of intent to seek removal of such Vestry member is provided to each Vestry member in advance of the meeting at which such vote is held. Good cause for removal includes, without limitation, each of the following without proper excuse: conduct in violation of the Church Canons or Diocesan Canons or otherwise detrimental to the mission and best interests of the Parish; failure to disclose and, if appropriate, abstain from Vestry deliberations and determinations by reason of conflict of interest; breach of confidentiality with respect to matters discussed or acted upon by the Vestry in a duly convened executive session; ineligibility for office; incapacity; failure to attend with reasonable diligence to his or her duties as a Vestry member; and failure to participate in the corporate life of the Parish. The remaining members of the Vestry shall fill the vacancy as provided in this Canon.

(b) If a Warden or Vestry member is absent from four regular or special consecutive meetings without good cause recorded in the minutes of the meetings missed, that member shall be removed from the Vestry and a vacancy declared. The remaining members of the Vestry shall fill the vacancy as provided in this Canon.

SECTION 4

The Vestry shall have responsibility for the business matters of the Parish, including providing, and keeping in good order, a house of worship and all the necessary furnishings and appointments of the same; providing all things requisite to the carrying on of the work of the Parish, and making payments of all Parish obligations, including the Fair Share and other obligations to the Diocese.

SECTION 5

The Vestry shall elect a Rector in accordance with the General Canons after conference with the Bishop and after due consideration of all nominations presented by the Bishop. The Vestry shall have the right to consider other nominees.

CANON 15

MISCELLANEOUS REGULATIONS OF MINISTERS

SECTION 1

The Priest-in-Charge shall have general supervision of every organization of the Congregation, and no organization may be formed without consent of the Rector or Vicar.

SECTION 2

In addition to the information required by the General Canons, a record of all public services shall be kept by the Priest-in-Charge in the Parish Register, including the place, date, and nature of the service, as well as the number of attendees and other information as required by the Parochial Report.

SECTION 3

The statistics and records kept in the Parish Register, or any portion thereof and information as to the state of the congregation, spiritual and temporal, in such categories as the Bishop shall have previously requested in writing, shall be reported by the Priest-in-Charge to the Bishop at the time of visitation on such form and at such intervals as the Bishop may prescribe. Certain such information as prescribed by the Bishop shall be compiled annually and reported to the Convention.

SECTION 4

The Senior Warden of a Parish, or the Warden of a Mission, is responsible for maintaining parochial statistics and making parochial Reports in the absence of the Priest -in-Charge.

SECTION 5

(a) Licenses for Pastoral Leaders, Worship Leaders, Preachers, Eucharistic Ministers, Eucharistic Visitors, Evangelists, or Catechists may be granted in accordance with the General Canons, for a definite term not to exceed three years. The report seeking renewal of these licenses shall be filed with the Bishop no later than two weeks before the license expires. In addition to the requirements of the General Canons, a person seeking such a license must obtain written recommendation of a majority of the Vestry or Bishop's Committee.

(b) The Priest-in-Charge may appoint persons to other offices to assist in worship, such as lectors, vergers and acolytes, who are not licensed by the Bishop.

SECTION 6

In observance of their ordination vows, all Clergy of the Diocese shall undertake continuing education. An annual report of continuing education activities shall be made to the Bishop and the Commission on Ministry.

SECTION 7

This Diocese affirms that Christian marriage is the union of two persons in heart, body, and mind, intended by God for their mutual joy, and for the help and comfort given one another in prosperity and adversity. It is the expectation of the Church that Clergy, postulants, and candidates for ordination pattern their lives according to this teaching. Therefore, each such Clergy member, postulant, and candidate shall refrain from cohabitating with anyone with whom such person has a romantic relationship and with whom such person has not entered into the rite of marriage.

SECTION 8

After consultation with the Vestry, the Bishop may appoint a priest to serve as Priest-in-Charge of any Parish in which there is no Rector; in such case, the Priest-in-Charge shall exercise the duties of Rector outlined in these Canons, subject to the authority of the Bishop. The Bishop may appoint a priest to serve as Priest-in-Charge of any Mission in which there is no Vicar; in such case, the Priest-in-Charge shall exercise the duties of Vicar outlined in these Canons, subject to the authority of the Bishop.

CANON 16

COMMISSION ON MINISTRY OF THE BAPTIZED

SECTION 1

The Commission on Ministry of the Baptized shall consist of four Clergypersons selected under Section 2 below, one Clergyperson who is a military chaplain, four Lay members, a recent ordinand, a member of the Standing Committee appointed annually by the Standing Committee, and may include a psychiatrist, psychologist, pastoral counselor, or vocational deacon, all of whom shall have voice and vote. The Canon Theologian and Canon to the Ordinary shall be *ex-officio* members without vote. The Committee shall elect a Chair from among its members annually.

SECTION 2

In the odd years, one Clergyperson shall be elected for a four-year term, and one Lay person shall be appointed by the Bishop for a four-year term. In the even years, one Lay person shall be elected for a four-year, and one Clergyperson shall be appointed by the Bishop for a four-year term.

SECTION 3

A recent ordinand shall be appointed annually by the Bishop for a two-year term. The Standing Committee shall appoint, annually, one of its members for a one-year term. A psychiatrist, psychologist, or pastoral counselor may be appointed by the Bishop for a two-year term, such appointment to be within the standards established by the Commission on Ministry of the Baptized. A vocational deacon may be appointed by the Bishop for a two-year term. The Clergyperson who is a military chaplain shall be appointed annually by the Suffragan Bishop for the Armed Forces. All Clergyperson members shall be Canonically Resident, Geographically-Resident (except the military chaplain need not be), and otherwise Qualified to Serve. The Lay members shall be Adult Communicants in Good Standing, Geographically-Resident, and otherwise Qualified to Serve.

SECTION 4

Should any vacancy in an order occur between the meetings of Convention, the vacancy shall be filled by the Bishop, from the membership of the same order, with the approval of the Standing Committee. The person chosen to fill the vacancy will serve until the next succeeding Convention, at which time, if the vacancy is from an appointed position, the Bishop shall appoint a successor for the remainder of the unexpired term from the same order. If the vacancy is from an elected position, the Convention will fill the vacancy for the unexpired term from the same order. A member may serve two consecutive four-year terms, and again becomes eligible to serve four years after the expiration of the second term.

CANON 17

ECCLESIASTICAL DISCIPLINE

SECTION 1

The ecclesiastical discipline of all priests and deacons shall be governed by Title IV of the General Canons. As used in this Canon, the terms Disciplinary Board, Conference Panel, Hearing Panel, Reference Panel, Advisors, Respondent, Respondent's Counsel, Church Attorney, Intake Officer, and Investigator shall have the duties, functions, and responsibilities as set forth in Title IV. Any reference to Bishop in this Canon shall also mean, in the absence of a Bishop, the Ecclesiastical Authority.

SECTION 2

(a) There is hereby established a Disciplinary Board consisting of nine (9) members, five (5) of whom shall be Canonically-Resident and Geographically-Resident Clergy who are Qualified to Serve, and four (4) of whom shall be Lay persons who are Adult Communicants in Good Standing and Geographically-Resident who are Qualified to Serve. The members of the Disciplinary Board shall be elected at the Convention. Nominations shall be made in accordance with Canon 1. Each member shall be elected for a four (4) year term, except if a member is elected to fill a vacancy, the term of such member shall be the unexpired term of the member being replaced.

(b) Vacancies on the Disciplinary Board shall be filled as follows:

(1) Upon a determination that a vacancy exists, the President of the Board shall promptly notify the Bishop of the vacancy. The Bishop, having consulted with the Standing Committee, shall appoint a replacement member of the same order.

(2) A person appointed to the Board to fill a vacancy shall serve until the next Convention, at which time an election shall be held to fill the unexpired term which has been filled by appointment. Such election shall be held following the same procedure and in the same manner as other elections for members of the Disciplinary Board.

(3) These provisions for filling a vacancy on the Disciplinary Board shall not apply to a temporary vacancy arising when a member is disqualified or is otherwise unable to serve in a proceeding pending before the Disciplinary Board. In the event such a temporary vacancy or vacancies arises, and the Disciplinary Board is unable to function because of the vacancies, the President of the Board may request the Bishop to make one or more temporary appointments to the Disciplinary Board for the purpose of hearing the proceeding then pending before the Disciplinary Board. Any such temporary appointment or appointments shall be made in consultation with the Standing Committee, and shall be ratified by Diocesan Council. A temporary appointment to the Disciplinary Board shall continue only for the purpose of the proceeding for which the temporary appointment is made, and shall terminate upon the final conclusion of the proceeding for which the temporary appointment has been made.

SECTION 3

In any proceeding under this Canon, if any member of a Conference Panel or a Hearing Panel shall become aware of a personal conflict of interest or believes in good faith that the member is for any reason unable

to serve with respect to the proceeding then pending, that member shall notify the President of the Board and request a replacement member to serve. Respondent, Respondent's Counsel, and the Church Attorney shall have the right to challenge a member of a Panel for conflict of interest or bias by filing with the Panel a motion to disqualify, which motion shall set forth the specific grounds on which the challenge is based. The remaining members of the Panel shall rule upon the motion to disqualify; and if for any reason the remaining members of the Panel are unable for any reason to rule upon the motion to disqualify, then the motion shall be referred to the full Disciplinary Board for a ruling. Upon the disqualification of a member of a Panel, the President of the Disciplinary Board shall promptly appoint another member to the Panel.

SECTION 4

Promptly after each Diocesan Convention, the Disciplinary Board shall convene to elect a President from among its members who shall serve for that year. At meetings of the Board or of any Panel at which a Respondent or witnesses are to appear, members must attend in person or through a Virtual Program. At all other meetings, including meetings with the Respondent's Attorney or the Church Attorney, members shall also be permitted to attend through a Virtual Program or by telephone.

SECTION 5

An Intake Officer or Intake Officers shall be appointed from time to time by the Bishop, who shall serve at the pleasure of the Bishop. The names, addresses, and other contact information for the Intake Officers shall be published or otherwise made available throughout the Diocese. All Intake Officers must be Qualified to Serve.

SECTION 6

From time to time, as circumstances may require, the Bishop may appoint an Investigator in consultation with the President of the Disciplinary Board. Investigators shall be responsible for conducting an investigation into the facts and circumstances surrounding any matter referred to them by the Intake Officer or President of the Disciplinary Board. More than one Investigator may be appointed. Investigators may, but need not, be members of the Church. Investigators shall present the findings of the investigation in writing to the Reference Panel.

SECTION 7

The Bishop shall appoint one or more persons to serve as Church Attorneys. Any person selected to serve as the Church Attorney must be a duly licensed attorney in good standing to practice law and otherwise Qualified to Serve. Church Attorneys need not reside within the Diocese, but must be available to consult with the President of the Disciplinary Board. A Church Attorney may be removed from office by the Bishop, with or without cause.

SECTION 8

The Bishop shall appoint an Advisor for the complaining party and an Advisor for the Respondent. Each Advisor must be Qualified to Serve.

SECTION 9

The Board shall appoint a Clerk to assist the Disciplinary Board with the management of its records, and to provide administrative support to the Disciplinary Board. The Clerk need not be a member of the Disciplinary Board. A person serving on the Diocesan staff shall be eligible to be appointed Clerk.

SECTION 10

Reasonable costs and expenses of the Disciplinary Board, the Intake Officer, the Investigator, the Church Attorney, the Clerk, Advisors, the Conference Panel, and the Hearing Panel shall be the obligation of the Diocese.

SECTION 11

Records of active proceedings before the Disciplinary Board including during the period of any appeal shall be provided to, preserved and maintained in the custody of, the Bishop at the Diocesan office. Upon the final conclusion of a proceeding, records of the proceeding shall be preserved to the extent required by Title IV.

CANON 18

CATHEDRAL CHURCH

SECTION 1

St. John's Church in the See City of Albuquerque is the Cathedral Church of the Diocese of the Rio Grande and the official seat of the Bishop. The Bishop shall have the right to use the Cathedral for any of the services of the Church at any time, after reasonable notice to the Dean.

SECTION 2

(a) The Cathedral Chapter shall be the governing body of the Cathedral. The voting members of the Chapter shall be the Bishop, the Bishop Coadjutor, if any, the Bishop Suffragan, if any, the Dean, the Treasurer of the Diocese, three at-large members elected by the Annual Convention, and the Wardens and Vestry of the Cathedral Parish. Canons appointed by the Bishop, such as Canon to the Ordinary, shall be *ex-officio* members without voting privileges.

(b) The Annual Convention shall elect one at-large member annually to serve on the Chapter for a three-year term. Vacancies in the at-large membership may be filled by the Chapter until the next succeeding Annual Convention. The Convention may elect a person to fill an unexpired term.

(c) The Bishop shall be President and the Dean, Vice-President, of the Chapter.

(d) All voting members of the Cathedral Chapter must be Qualified to Serve.

(e) The Chapter may adopt bylaws consistent with the General Constitution, the General Canons, the Constitution, and the Canons, and may incorporate under the laws of the State of New Mexico. A majority of the voting members shall constitute a quorum.

SECTION 3

The Dean of the Cathedral shall be elected by the Chapter upon the nomination of the Bishop. The Dean shall be the Rector of the Cathedral Parish, and shall have pastoral charge of the Cathedral Congregation. The Dean shall preside at meetings of the Cathedral Vestry and the annual Parish meetings. The Dean shall have control of the services, except as the Bishop may otherwise provide.

SECTION 4

Except as provided in this Canon, the Cathedral Church shall be a Parish Church, with the usual Parish organizations. The Rector and Vestry shall have the customary rights and duties of a Rector and Vestry of a Parish.

SECTION 5

The Bishop may appoint honorary Canons of the Cathedral, who are not *ex-officio* members of the Chapter.

CANON 19

INSURANCE

The Standing Committee and the Bishop together shall have the authority to establish standards for insurance coverages and minimum amounts of coverages to be maintained by each Congregation. Such insurance coverages shall include comprehensive liability, workers' compensation, physical damage to property, health coverage and such other coverages as may be required by the Standing Committee and the Bishop in accordance with applicable state laws.

With regard to all real property and improvements, insurance coverages and amounts must also be acceptable to the Trustees of the Property.

At least annually, and otherwise upon request, each Congregation shall notify the Diocese of all insurance coverages maintained by such Congregation for its programs and properties, as well as insurance benefits for Clergy and employees.

If any Congregation fails to maintain any insurance as herein required, the Standing Committee and the Bishop may cause such insurance to be acquired at the expense of such Congregation.

CANON 20

EMPLOYMENT

No person shall be called as a Priest-in-Charge by, or assume any other Clergy position in, any Congregation within the Diocese, until a reasonable inquiry into background and references shall have been completed consistent with the General Canons and such Diocesan policies as may be established by the Bishop in consultation with the Standing Committee.

The Bishop and the Standing Committee shall establish appropriate policies and standards to govern the hiring, employment and supervision of all Lay employees, both full- and part-time, who are either employed by the Diocese, by Missions, by Chapels, or by other entities controlled by the Diocese or Trustees. These policies and standards may, at the direction of the Bishop, be extended to volunteers.

Congregations within the Diocese may not adopt employment policies and procedures which are inconsistent with standards established by the Bishop and the Standing Committee.

CANON 21

CHAPELS

SECTION 1

In order to continue, expand, or initiate a congregational ministry, a Chapel may be constituted.

SECTION 2

The Diocese may constitute a Chapel (a "Diocesan Chapel") by action of the Bishop in consultation with nearby Congregations and with the consent of Diocesan Council. A Diocesan Chapel may be a new Congregation, or an existing Congregation may be reorganized as a Diocesan Chapel. Each Diocesan Chapel is under the direct authority of the Bishop, and must meet at least quarterly for worship. All funds for the provision of Diocesan Chapels will be administered directly by the office of the Bishop. No Diocesan Chapel is to have any banking, financial, or investment accounts separate from the Diocese.

SECTION 3

A Chapel may be constituted by a Parish with the consent of the Bishop in consultation with nearby Congregations (a "Parochial Chapel"). A Parochial Chapel is to be maintained by the Parish and is an extension of its ministry. All funds for the provision of Parochial Chapels will be administered by, and under control of, the Parish.

SECTION 4

Prior to constituting a Chapel, a written plan detailing the rationale for establishing a Chapel and the means by which it will be financially and pastorally supported must be prepared. An annual review of each Chapel by the Bishop and at least one member of the Chapel community will take place in order to assess its ministerial effectiveness and financial stability, with such review of a Parochial Chapel to be done as part of the review of the Parish. A Chapel is not subject to fair share contributions. A Chapel shall not elect or have any Lay delegates to Convention, but Chapel representatives may attend Convention as a guest of Convention.

SECTION 5

A Chapel may become a Mission of the Diocese by organizing itself in accordance with the Canons governing Mission churches, with consent of the Bishop.

SECTION 6

Should a Chapel no longer meet pastoral needs, as determined by the Bishop and Diocesan Council for a Diocesan Chapel, and the Vestry for a Parochial Chapel, it may be dissolved by the Bishop in consultation with nearby Congregations.

SECTION 7

Section 2 of this Canon applies only to Diocesan Chapels, Section 3 of this Canon applies only to Parochial Chapels, and the other Sections of this Canon apply to both Diocesan Chapels and Parochial Chapels.

CANON 22

AMENDMENTS

SECTION 1

The Canons may be amended (including, without limitation, additions, deletions, repeals, or changes) at any Convention; provided, however, that such proposed amendment shall be introduced and (if the will of Convention) amended on one day of a Convention session, and presented for consideration, discussion, and adoption at another session on a subsequent calendar day of the same Convention. Adoption of an amendment to any Canon shall be by a majority vote of Convention, with a quorum present. Unless the resolution proposing the amendment to a Canon provides otherwise, any amendment to a Canon which is adopted shall become effective immediately upon the close of the Convention.

SECTION 2

When any Canon, or section or subsection thereto, is amended, and the numbering of other Canons, sections, subsections, or cross-references within the body thereof is thereby affected, changes in the numbering and cross-references, and/or recompilation, as may be required may be made by the Canonist or by the Constitution and Canons Commission, without further action of Convention.

SECTION 3

Any proposed amendment to the Constitution and Canons, except those which may be introduced to the Convention by special request of the Bishop, shall be submitted in writing to the Constitution and Canons Commission no later than thirty (30) days prior to the Convention at which it is intended to be proposed. Each proposed amendment shall be included in the advance report to delegates to the Convention. At the Convention, the Constitution and Canons Commission will report on, and may make recommendations upon, each proposed amendment. If there are timely amendments, the Constitution and Canons Commission will conduct a meeting open to delegates in which to consider, propose changes to, and otherwise discuss the proposed amendments, in order to aid the Constitution and Canons Commission in making its report and recommendations.